Forklift Theory Assessment
3 November 2016
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Instructions

1. Please answer all questions with multiple choice by circling the correct answer. EG: see Q.1

2. Please answer all written answers in space provided. EG: Q.21

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Questions

1. Can I operate a forklift if I don’t have a licence?
   (A) Only if you are enrolled in a course with an RTO for the licence you need.
   (B) Only if you are supervised by a person with the same class of licence.
   (C) Both (A) and (B).
   (D) You are NOT permitted to operate a forklift truck unless you are licenced to do so.

2. You have passed you High Risk Licence test, how many days do you have to put in your application after receiving your certificate or Assessment Summary (AS1)?
   (A) 30 days
   (B) 60 days
   (C) 90 days
   (D) 120 days

3. What will happen if you don’t renew your licence within 12 months of the date it expires?
   (A) You won’t be able to renew your licence
   (B) You will need to get a new licence.
   (C) You will need to do a course with an RTO then apply for a new licence.
   (D) All of the above.

4. Your employer might ask you to show evidence of competency before you can do high risk work. What evidence might you need to show?
   (A) Show your employer your high risk licence
   (B) Show your employer that you are enrolled in course and completed formal and informal training.
   (C) Both (A) and (B).
   (D) Either (A) or (B).

5. What are your responsibilities when using a high risk work licence?
   (A) Follow safe operating procedures at all times
   (B) ensure the safety of others in the workplace
   (C) Both (A) and (B).
   (D) Either (A) or (B).

6. You can be punished (penalised) for not doing high risk licence work safely. What might the punishment be?
   (A) You may have your licence cancelled
   (B) You may have your licence suspended.
   (C) You may not be able to renew your licence.
   (D) All of the above.
7. An operator must use the safest and most practical control measure or combination of control measures possible. This is known as the ‘hierarchy of control’.

The correct order from best choice of control to the last choice is:

(A) Elimination, Isolation, Substitution, Engineering control measures, Administrative practices, Personal Protective Equipment (PPE)
(B) Elimination, Substitution, Isolation, Engineering control measures, Administrative practices, Personal Protective Equipment (PPE)
(C) Elimination, Substitution, Isolation, Engineering control measures, Personal Protective Equipment (PPE)
(D) It does not matter what order the hierarchy of control is in.

8. When is the best time to ensure your equipment is safe to use?

(A) Before starting any type of work.
(B) Only after you have fitted your safety equipment
(C) Both (A) and (B).
(D) None of the above.

9. Why would you not use an internal combustion engine in a confined space?

(A) Because the fumes may ignite
(B) People in confined spaces can be overcome by dangerous gases
(C) Because the equipment is too large to operate in a small space
(D) All of the above

10. What type of forklift truck would you use in a confined space?

(A) Internal combustion engine powered forklift
(B) All terrain forklift truck
(C) Electric (battery) powered forklift.
(D) You are not able to operate any type of forklift truck in a confined space for safety reasons

11. What specific guards are fitted to a forklift truck to protect the operator?

(A) Load Backrest
(B) Overhead Guard
(C) Foot Guard
(D) All of the above

12. What can happen if a forklift truck is refuelled while the engine is running

(A) It is against the safe operating procedures
(B) The fuel may ignite
(C) Must not attempt this in a confined space
(D) Toxic gases can be harmful

13. What must you do when working at night?

(A) Provide enough lighting to allow for safe operations
(B) Ensure the forklift lights are working correctly
(C) Make sure that there are no other vehicle or personnel operating in the area
(D) All of the above

14. Why must you be careful of ‘rear end swing’?

(A) Because the rear end of the forklift swinging becomes unstable
(B) Because of rapid movement the forklift might hit people, vehicles or structures.
(C) Either (A) and (B)
(D) Neither (A) or (B)

15. How should pedestrian access be restricted when operating a forklift?

(A) The area should be secured to prevent access
(B) Pedestrians should wear hi-vis shirts so that the operator can see them
(C) Both (A) and (B)
(D) None of the above

16. What can you use when you are unable to fence the area off from pedestrian access?

(A) Use witches’ hats and flashing lights
(B) Use warning signs
(C) Use other personnel to assist
(D) All of the above

17. What precautions should be taken when operating on wet or slippery surfaces?

(A) Reduce your speed
(B) Proceed with caution
(C) Both (A) and (B)
(D) None of the above
18. Why must you charge batteries in a well-ventilated area?
   (A) Because batteries give off a gas which can be toxic to people.
   (B) Because when they are under charge they give off gases which may explode.
   (C) Both (A) and (B)
   (D) None of the above

19. Who might you need to talk to about site hazards before you start work?
   (A) Safety officers
   (B) WHS committee members
   (C) Other workers
   (D) All of the above

20. Why is it important to talk to others about site hazards before commencing work?
   (A) To identify specific workplace hazards
   (B) Because every work site is unique and may have its own hazards different from others
   (C) To ensure that any site policies and procedures are followed
   (D) All of the above

21. List eight (8) worksite hazards you need to consider and plan for

22. What are three (3) traffic control measures that you could use to protect pedestrians or other workers, when operating a forklift truck?

23. What are the minimum safe distances?

24. When are you allowed to make minor repairs to a forklift truck?
   (A) When you are competent to do the job
   (B) When you have authorisation to do the job
   (C) Both (A) and (B)
   (D) Either (A) or (B)

25. What is meant by the term 'Rated Capacity'?
   (A) It is determined by the maximum load a forklift can carry at a specific height
   (B) It is determined by the Load Centre Distance
   (C) It is determined through calculation of the weight of the load to be carried and the height to which it will be lifted
   (D) It is determined by a combination of (A) and (B).

26. What is meant by the term 'Load Centre Distance'?
   (A) It is the distance measured from the load backrest to the load centre of gravity
   (B) It is the distance measured from the vertical face of the forks to the load centre of gravity.
   (C) It is the distance as determined by the rated capacity on the forklift data plate
   (D) It is determined by a combination of (A) and (B).

27. What are you required to do if you cannot read the data plate or it is missing?
   (A) Remove the key from the ignition
   (B) Report the issue
   (C) Tag the machine out of use.
   (D) All of the above

28. While conducting a routine check you discover a leak coming from the hydraulic system. What precautions should you take?
   (A) Remove the key from the ignition
   (B) Report the issue
   (C) Tag the machine out of use.
   (D) All of the above

29. List ten (10) things you would check on a forklift truck prior to starting work?

30. List at least six (6) items that you would check while conducting a routine post-start check on your forklift truck?

31. How can you determine the weight of a load?
   (A) Check any load markings
   (B) Confirm from any documentation such as a consignment note
   (C) Make a determination through calculations
   (D) All of the above
32. Where is the point of balance (fulcrum) of a forklift truck?
(A) Directly underneath the centre of the forklift and load
(B) Where front tyre touches the ground
(C) Where the tyre furthest from the load touches the ground
(D) Halfway between the loads centre of gravity and the cabin of the forklift

33. Who should be involved in workplace communication?
(A) Employers and managers
(B) Safety Officer
(C) Contractors and visitors
(D) All of the above

34. Are you legally able to carry a load on only one fork arm of the forklift truck?
(A) Yes
(B) Yes, but only if the load is evenly distributed
(C) Yes, but only if the forklift is certified to do so
(D) No.

35. Why is it considered dangerous to travel with the load raised, especially while turning a corner or travelling with excessive speed?
(A) Because the load may fall
(B) Because the forklift may tip
(C) Because it puts others at risk
(D) All of the above.

36. Is all the weight behind the Point of Balance acting as a counter-weight to the load being lifted?
(A) Yes, everything behind the Point of Balance, except the operator
(B) Yes, everything behind the Point of Balance, including the operator
(C) No, only approved weights as listed on the data plate
(D) No, unless you refer to the manufacturer

37. Are you allowed to add additional counterweights to a forklift truck.
(A) No, not under any circumstances
(B) No, unless you are able to install it correctly
(C) Yes, but only if you refer to the manufacturer
(D) Yes

38. You are required to move a load down a ramp.
What direction should the load be facing?
(A) Facing down with the forklift travelling forwards
(B) Facing up with the forklift travelling in reverse
(C) Either direction, so long as the load is not too heavy
(D) All of the above

39. You are required to transfer a load from a dock into a truck. What should you use?
(A) Secure bridging plate
(B) Secure dock plate
(C) Both A or B
(D) Nothing is required

40. Why must you centralise the side-shift attachment after each time it has been used?
(A) To prevent the forklift from tipping
(B) To prevent the load from falling
(C) To ensure the safety of others
(D) All of the above

41. What is the purpose of a seat belt?
(A) To keep you in the forklift in the event of a roll over
(B) Because it is the law
(C) Both A and B
(D) You do not have to wear a seat belt if it is not fitted to the forklift

42. List at least six (6) things you should think about (other than hazards) when planning your travel path.

43. List at least four (4) ways you might have instructions communicated to you in the workplace?

44. What should you do before attempting to lift a pallet of goods that appears to be unsafely loaded?
(A) Report the incident to your supervisor
(B) Ensure that the pallet is secured to the forklift truck before attempting to lift it.
(C) Restack the pallet in order to fix the stability of the load
(D) You are not permitted to lift a broken pallet of goods
45. When are you allowed to carry passengers on a forklift truck?
   (A) Only when the forklift is designed to carry more than one person
   (B) Only if there is sufficient room and there is an additional safety harness and fall arrest system available
   (C) You are never allowed to carry a passenger in a forklift truck
   (D) Only if you have been given permission from your employer to do so

46. Are you permitted to raise or lower a load near or over other personnel?
   (A) Only when the load is secured and personnel have taken safety precautions
   (B) Only within designated areas of the work zone.
   (C) A combination of (A) and (B)
   (D) No, because the load may fall and injure people.

47. When driving a forklift, if your view is obstructed, what would you do before you move?
   (A) Check pathway is clear
   (B) Use warning devices
   (C) Check blind spots
   (D) All of the above

48. How can you work closer that the minimum distances when working near power lines?
   (A) Shutting off the power
   (B) Insulating the power lines
   (C) Obtaining an exemption from the relevant authority
   (D) All of the above

49. What can be used on power lines as a warning device?
   (A) Insulation
   (B) Tiger tails
   (C) Minimum safe distance
   (D) All of the above

50. How is the forklift affected if you pick up a load which is not hard up against the heel of the fork arms and the load centre distance is increased?
   (A) Increases the forklift’s truck’s rated capacity
   (B) Reduces the forklift truck’s capacity only
   (C) Reduces the forklift truck’s capacity and may reduce the stability.
   (D) None of the above

51. Who should you talk to if you need to find out the voltage of overhead power lines?
   (A) Sign markings
   (B) Relevant power authority
   (C) Supervisor
   (D) Employer

52. Why must you ensure that air-filled tyres are correctly pressurised?
   (A) To maintain stability of the forklift
   (B) To ensure the forklift does not tip
   (C) To ensure the forklift is balanced
   (D) All of the above

53. What checks do you do on forklift tyres?
   (A) Wheels and tyres securely fitted
   (B) Right pressure
   (C) Not worn down past limit line
   (D) All of the above

54. Why should load movement be constantly monitored?
   (A) To ensure the safety to people
   (B) To ensure load stability
   (C) Both (A) and (B)
   (D) Non of the above

55. If there is an emergency, what communication must take place?
   (A) Tell workmates and emergency services
   (B) Tell them what the emergency
   (C) Tell them where it is not safe to go
   (D) All of the above

56. Which vehicles must you give right of way to during emergency situations?
   (A) All vehicles
   (B) All emergency vehicles
   (C) Only emergency vehicles responding to the emergency
   (D) Any vehicle responding to the emergency

57. What should an operator do in the event of the forklift tipping over?
   (A) Remain in the forklift
   (B) Brace and lean away until it is safe
   (C) Both (A) and (B)
   (D) None of the above
58. When staking loads, what three (2) things must you consider when stacking items on top of each other?
Do not mark your answers on this paper.

59. How can a forklift truck tip over sideways while travelling? List at least 4 conditions.
Do not mark your answers on this paper.

60. How can a forklift truck tip over frontwards or backwards while travelling? List at least 4 conditions.
Do not mark your answers on this paper.

61. Whilst working you accidentally come into contact with an electrical source. List at least three actions, in order, which you will take to get clear and ensure the safety of those around you.
Do not mark your answers on this paper.

62. You are required to park your forklift truck on an inclined surface. What precautions must you take to overcome these?
(A) Normal parking procedures
(B) Must use wheel chocks
(C) Both (A) and (B)
(D) Either (A) or (B) only

63. What should you do if you notice a defect or fault with the forklift truck during your post operational check?
(A) Remove the key from the ignition
(B) Report the issue
(C) Tag the machine out of use.
(D) All of the above

64. Are you required to remove the ignition key after the end of your shift or whenever you leave the forklift?
(A) No
(B) Yes, to prevent unauthorised use
(C) Only when there are non-forklift operators in the area
(D) Only when there are unauthorised personnel in the area

65. What are the ‘normal’ parking procedures?

66. List at least four (4) locations where you should not park your forklift truck?

67. The load to be moved is bags of cement on a pallet.
- 63 bags on a pallet
- Each bag weighs 15 kg
- The pallet weighs 35 kg
What is the combined weight of the cement bags and pallet?

68. You are required to move a load consisting of boxes that are stacked on a pallet:
- There are four (4) boxes per layer
- There are six (6) layers on the pallet
- Each box weights 25 kg
- The pallet weighs 15 kg
What is the combined weight of the cartons and pallet?

69. Diagram 1
Each of the forklift trucks displayed are rated at 3000 kg at 600 mm load centre. Circle the letter of the forklift truck which is overloaded?

70. Diagram 2
Each of the forklift trucks displayed are rated at 3500 kg at 600 mm load centre. Circle the letter of the load which is within the capacity of the forklift truck?

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